

23 March 1953

25X1A9a

[REDACTED], D/M, ORR

Excerpts From C.I.A. Employee Qualification Questionnaire

I. 6. Entered on duty with C.I.A. 4/23/52, 10 $\frac{1}{2}$ months duty to date.

II. 1. C.I.A. Work Experience

GS-14 slot

GS-13 grade. effective 4/23/52. Salary \$8360 per annum.

Description of Duties:

Special Assistant, D/M. Assistant to Division Chief and Deputy Chief in the Administration of a large Division. Job requires an integration of skills:

- (1) Economic technical and scientific, for work with D/M branches.
- (2) Administrative, for work in the Division Office.
- (3) Diplomatic and legal, for interdivisional and inter-office coordination.

XIV. Remarks (Listing of qualifications not described elsewhere in the questionnaire.)

Having re-examined my past record and experience, much of which cannot be included herein. with this questionnaire in mind, and having been in CIA work for 10 $\frac{1}{2}$ months, I think that I would be qualified for any of the following general types of CIA assignments:

- (1) Economic Intelligence Officer, ORR (Present assignment)
- 25X1A8a ✓ (2) Attorney in the Office of the General Counsel
- 25X1A8a (3) Contact Division. [REDACTED] (I have done one major assignment of this type for [REDACTED])
- (4) Economic Warfare, PP Staff of the Covert Offices.
- (5) Administrative work at my present slot level, GS-14.
- (6) Personnel work or recruiting. (I have a personal interest in this)
- (7) Intelligence Coordination with OIC.

XV. C.I.A. Training

<u>Course</u>	<u>Date</u>	<u>Length of Training</u>
(1) General unclassified training course	4/23/52 to 7/15/52	Full Time
(2) CIA Orientation Course	November 1952	16 hours
(3) ORR Orientation Course	January 1953	30 hours
(4) Lectures at the Industrial College of the Armed Forces	Irregular	

ADDITIONAL CLEARANCES:

Special Center

Cosmic